



Audio & Video Technology & Film

2024-2025

Instructor: Coach Putnam

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Course Overview and Objectives:

This course will serve as the foundational course in the Audio & Video Technology & Film pathway. The course prepares students for employment or entry into a postsecondary education program in the audio and video technology career field. Topics covered may include, but are not limited to terminology, safety, basic equipment, script writing, production teams, production and programming, lighting, recording and editing, studio production, and professional ethics.

Performance Expectations:

All media professionals require a level of passion. This class will be no different. I want you to take pride in the work that you produce. Each project has the potential to be seen by the school and community. At times you may have to work outside of class time to research, report, film and prepare for assignments. You may also need to check out and transport equipment to and from school safely. These are the same expectations that professionals work under.

What does it take to be successful?

- Interest, YOU MUST be passionately interested in what you are doing.
- Practice, cultivating the habits necessary for success includes a lot of repetition.
- Purpose, having a sense of what you do day in and day out is meaningful and valuable to others.
- Hope, being optimistic when negative things happen. Things won't always go as planned.

Required Materials:

1. Headphones
2. SD Memory Card (prefer a Class 10 SD card with a minimum of 16 gb storage)

Class structure:

AVTF 1:

Students can expect to learn about the basics of video production. Lessons will range from cable types through advanced video production. Students at this level will learn the basic techniques needed to produce professional quality products. Focus at this level will be an understanding of terminology and techniques of production and producing the "The Hurricane".

AVTF 2:

Students will work on building skills learned in AVTF 1 while developing professional skills such as research, writing, and relationships. Students will be given a "beat" and will work to create products within that beat. Students will be assigned a beat based on their interests to the best of the teacher's abilities. The content created will be used in the "The Hurricane" depending on the topic and timing.

Broadcast:

Students will build on their relationships from the previous level to build long form products. These "features" will tell stories on a deeper level and will give viewers an insight not afforded in another situation. The content created will be used in "The Hurricane".

Resources:

Final Cut Pro X (editing software)

Television Production & Broadcast Journalism, 3rd Edition (Online textbook)

Grading:

CHS Summative - 60%

CHS Formative - 40%

Final - 10%

Cultural and Class Expectations:

The CHS AVTF program is an opportunity for students to work to develop the skills needed to be great storytellers as well as to have an understanding of a professional working organization. This class is designed to be engaging yet self-driven. The expectation is performance. Video production is a passion-based industry and there will be times where passions rise - the expectation is to remain professional and handle issues as professionals. The culture of the program will also reward risks and hard work.

Cartersville High School teachers are intentional in identifying engaging and differentiated learning and critical thinking opportunities to support course standards and learning goals. We respect a variety of diverse backgrounds in the classroom; accordingly, students can and should expect to participate in a sensitive, mutual exchange of ideas during informed classroom discussions, readings, and activities.

Academic Honesty Policy:

Honesty and integrity are integral components of the academic process. Students are always expected to be honest and ethical in their pursuit of academic goals in accordance with the Cartersville High School Policy.

Attendance & Make Up/Late Work:

In the video and broadcast production industry, late or absent are not options - the same applies in this program.

Students are expected to be in the classroom during their scheduled time. A student will never be able to come to or stay during another class period. This policy is in place to protect the learning environment for all students in the program.

Late Work

Late is defined as any time after the due date and time. There are no shades or degrees of late. Points deductions will occur for late work.

There are going to be times of illness, etc. that may change the timetable for work submission, but these arrangements are to be set up by the **student** with the teacher and are still held to the same grading schedule. The standard acceptable window for the submission of late work is within 10 calendar days of the due date.

There will also be times where there is no opportunity for late work submissions, primarily at the end of semesters. I am held to several deadlines for grade submissions and there are no exceptions to the due date for semester final projects.

Extra Credit

Extra credit is earned. No points will be given - they will be earned. Extra credit events will be created throughout the school year and will primarily be sports-based broadcasts or additional projects. Remember that in the last months of each semester there are few live broadcasts available due to scheduling.

Extra credit is not to be expected and will not be a way to salvage several months of apathy. Asking for or demanding extra credit at or near the end of the semester is not acceptable and will not be tolerated.

Internet and Network Usage

The proper use of the internet is essential for all elements of this class. From research for a newscast through communication to your production team for a feature, you need to be on the internet daily for productive and professional activities.

Behavior Expectations

One of the main goals for the program is to help you become a better candidate for a job or college. With this goal in mind, there are behavior expectations for all elements of the program. You will be in contact with a variety of professionals during your time with the program and your attitudes and actions carry a lot of weight in what people think about you and their willingness to work with you.

Below are the expectations for the program:

1. You will always respect each other and yourself.
2. Always keep safety top of mind.
3. Report all accidents, no matter how minor.
4. Food and drinks (besides water) are prohibited in the classroom.
5. All projects must adhere to societal and educational quality and content guidelines.

Communication:

Please monitor progress (both attendance and grades) using online management tools. Email is the most efficient means of communication with me.

Opportunities:

My goal as a teacher is to take the lessons learned in the classroom and create opportunities for students to see and experience the relevance of those lessons in the real world.

The largest opportunity offered as a part of this program will be filming events outside of the school day. The plan is to cover many sports, concerts, club and community events during the school year. This opportunity will give students the chance to learn how to work in a professional video production environment. Those who participate in these efforts will earn the opportunity for extra credit.

Earning a letter in video:

Students can earn a letter that goes on a letterman's jacket by filming a minimum of 20 events during the school year. It will be the students' responsibility to fill out an event sheet for each event they will be filming. I will sign off on the event sheet before and after the event. The student will be presented the letter at the end of the school year when we have the banquet.

Parent Student Contract:

Each student should be helped to reach his/her highest potential for intellectual, emotional and physical growth. To achieve this, the home and school must work together by recognizing and agreeing upon the responsibilities of each party in the learning process.

The distribution of this syllabus infers my agreement to the terms within and as a teacher, I will be responsible for:

- Providing instruction in a way that will motivate and encourage my students.
- Providing a safe and positive atmosphere for learning.
- Explaining assignments so that my students have a clear understanding.
- Supplying clear evaluations of student progress to students and parents.
- Do my best to prepare all my students for the next step in their career.

As a student, I will be responsible for:

- Showing respect and cooperating with all adults at the school.
- Coming to class on time, prepared to work.
- Completing all assignments to the best of my ability.
- Respecting the rights of others to learn without disruption.
- Showing respect for people and property by not using profanity, stealing or vandalizing.
- Practicing the rules in the Code of Student Conduct.
- Spending time daily studying, reading, and preparing myself for my future.
- Fulfilling my obligations as a student as listed in the course syllabus.

Date: _____

Student Name Printed: _____

Student Signature: _____

As a parent, I will be responsible for:

- Providing a caring environment, including adequate food and rest, so my child is ready to learn.
- Providing a time and place for quiet study and reading at home.
- Helping my child in any way possible to meet his/her responsibilities.

Date: _____

Parent Signature: _____

Parent Phone: _____

Parent Email: _____